



MINUTES: REGULAR COUNCIL MEETING
THURSDAY, MAY 9th, 2019 @ 6:00 p.m.
DOVER CITY HALL, 699 LAKESHORE AVENUE, DOVER, IDAHO

Present: Mayor Shaha and Council Members Evans, Goodvin and Strand. Council member Brockway absent. Staff – Planner Clare Marley, Engineer Jay Hassell, Engineer Brett Converse, Clerk Michele Hutchings, Bob Hansen - WSMI

Public Present: Denise Travis, Gary deBlaquiere, Cami Murray, Michael Trenbeath, Jane Fritz, John Windju

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE Mayor Shaha called meeting to order at 6:00 p.m.

II. PUBLIC COMMENT: Denise Travis, 227 Lakeshore Ave. addressed council (see attached commentary). Jane Fritz, 10547 W. Pine St. addressed council (see attached comment sheet). Michael Trenbeath, 133 Lakeshore Ave. addressed council (see attached commentary).

III. OLD BUSINESS:

1) Discussion/Decision: Resolution Adopting Road Standards: Marley explained subject has been vetted at several P&Z workshops. Does not affect current roads, purpose is to address new roads and incoming subdivisions. However, may be times in cases of flooding, etc. that standards could apply to existing development. Hassell reviewed drawings in detail. Curb standard is new to Dover but standard in the industry. Hassell stated cul-de-sac standard would handle school busses and fire trucks. Intersections and curves represent minimum expectations. Marley spoke about TYP-003 & 004 and lengthy discussions on these bringing about possible community parking areas for guests. TYP-004, private roads, provides guidance for better quality construction. No questions from council, all have reviewed resolution. **Goodvin moved** to adopt the resolution for street standards as presented with Exhibit A drawings, **2nd by Strand. Roll Call vote:** Brockway-Absent; Evans-Aye; Goodvin-Aye; Strand-Aye. All Ayes, road standards adopted through Resolution No. 143.

2) Discussion/Decision: 105 4th Street City Property Draft Site Plan: Mayor introduced preliminary plans to move forward with development. Hassell reviewed discussions of earlier meetings, still unknowns especially post office type and size. Draft site plan is dependent on P.O. details. Wetlands, monitoring wells for site will also need to be taken into consideration. Hassell asked council for feedback. Strand likes components shown on draft site plan. Concerned with how crosswalk would fit into plans. Mayor asked about bus stop and SPOT bus pull through. Hassell explained draft plan is for on-street bus stop vs. pull through. Preference is off street stop. Hassell will confer with SPOT. Priority is bus shelter before SPOT grant funding expires end of September 2019. Hassell to provide updates at future meetings.

3) Discussion/Decision: Chlorination System and Turbidity Monitoring Upgrades Construction Estimate: Mayor noted another option may be possible, agenda item to be postponed until future meeting for additional discussion. Goodvin asked about difference in cost in chlorine metering pump – existing building vs. new building. Strand suggested type and quantity materials needed for each location. Goodvin questioned spare metering pump which Hanson replied is a requirement.

IV. NEW BUSINESS:

1) Discussion/Decision: AM017-19 Planning and Zoning Recommendation, date/time for Council Public Hearing: Mayor stated P&Z Commission had not come to decision for recommendation. This item will be rescheduled for future meeting.

2) Discussion/Decision: Mayor's Appointment of Julie Reister-Keaton to Planning and Zoning Commission: Mayor confirmed all had reviewed letter of interest submitted. **Strand moved** to accept the resolution confirming Mayor's appointment of Julie Reister-Keaton, **2nd by Goodvin. Roll Call vote:** Brockway-Absent; Evans-Aye; Goodvin-Aye; Strand-Aye. All Ayes, appointment confirmed through Resolution No. 144.

3) Discussion/Direction: Quality Assurance Project Plan (QAPP): Converse opened discussion noting QAP is required for NPDES permit compliance. Strand understands minimum requirements, reviewed Sandpoint's document of 8 pages. Suggested meeting the minimum requirements with help from WSM staff may be better use of funds. Hanson agreed. Converse agreed and offered engineer-facilitated plan could be made in fairly quick timeline if needed in future. Converse noted DEQ requires the document be available in the event new contractor or other needs to take over system. Will be a living document with future updates and changes. Goodvin asked who the responsible party will be for the document. Strand stated likely WSM. Strand will work with key parties and template to create documentation for compliance.

4) Discussion/Decision: Sewer Plant Water Reclamation Project: Converse explained options being explored, plans to present costs for each of two options, will determine gallons used which could be up to 22,000 gallons daily. Strand asks for estimated cost, Converse suggested \$4,800. Will include air gap and potential for RAS pump seals. Goodvin asked about ROI (Return on Investment). Converse expects storage requirements will go down, ROI not determined. All council in favor of directing staff to move forward with study at estimated cost of \$4,800.

5) Discussion/Decision: Special Event Application – Chafe Family Fun Ride - June 15th, 2019: Murray, representing Rotaract of Sandpoint, gave overview of planned event. Starts at City Beach in Sandpoint, follows Sandpoint/Dover bike trail, ends at Dover City Park with carnival-type event. Questions asked and answered. **Strand moved** to approve special event permit application, **2nd by Goodvin**. All in favor, none opposed – permit approved.

6) Discussion/Decision: Portable toilets at 105 4th Street City Property location: Mayor reviewed request for portable toilets on new city property and reviewed quotes received. All agreed that handicapped would be best option. Mayor will manage administratively.Q

7) Discussion/Decision: Employee Personnel Manual: Mayor introduced subject of review especially for review of health insurance benefits to permanent part-time employees. Requires changes in personnel manual. All in agreement about offer of health insurance to permanent part-time employees working no less than 20 hrs. weekly with offer to subsidize 50% of health insurance through payroll deduction. Mayor will move forward with draft for future council approval.

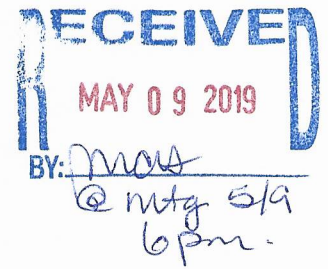
V. FISCAL YEAR 2019-2020 BUDGET

1) Discussion/Decisions: GENERAL FUND – [Expenses] Accounting adjusted to \$11,400 for CPA oversight; Dues & Subscriptions increased by \$500; Software Licensing & Support reduced by \$500; Planning & Zoning Expenses at \$50,000; [Income] Franchise Fee-Waste Mgmt. corrected to \$600; Liquor and Sales Tax updated per AIC Budget Manual; DURA interest updated to \$25,000. SEWER FUND – [Income] Connection Fees increased to \$100,000; Inspection Fees increased to \$6,000; [Expenses] Capital Expenditures reduced to \$20,000 after screen inspections, allows for funding of recycling of treated septage project; Accounting increased to \$2,700 for CPA oversight; Buildings & Grounds at \$6,329 to allow gravel in 2020; Contract Services increased to \$75,000 for projects; Repairs, Maintenance & Supplies increased to \$60,000 (taken from Capital Expenditures). STREETS FUND – [Income] Grant Income not planned for FY2020; State Hwy. Revenue updated per AIC Budget Manual. [Expenses] Capital Expenditures increased to \$50,000 as council agreed for pavement mgmt. repairs; Accounting now \$1,700 for CPA oversight; Repairs, Maintenance & Supplies increased to \$50,000. WATER FUND – [Income] Strand noted DURA still has more than \$300,000 in unrestricted funds available after recent \$124,000 committed to city. Grant Income/DURA increased to \$350,000 for Facility Plan, Option #3; Connection Fee at \$30,000; [Expenses] Water Facility Improvements at \$280,000 (part of Grant/DURA) Accounting increased to \$2,700 for CPA oversight; Engineering Services at \$62,000 for Capital Expenditure projects (part of Grant/DURA).

VI. CONSENT AGENDA: No items needing review by council. **Goodvin motioned** to accept the consent agenda items as presented, **2nd by Evans**. All in favor, motion carried.

VII. FUTURE AGENDA ITEMS/MEETINGS: Mayor reviewed upcoming events. Mayor will follow up on public comment re: hunting outside of Dover jurisdiction.

VIII. ADJOURNMENT: **Strand motioned** to adjourn the meeting, **2nd by Goodvin**. All in favor, motion carried. Meeting adjourned at 8:06 p.m.



City Council Members, Meeting of May 9, 2019
City of Dover, Dover, Idaho 83825

Dear City Council Members,

I speak to you tonight about the City Council's directive to the Planning Commission from the City Council's March meeting.

Approx. Time Line of Past Events:

Dec. 13, 2018: 7 foot high fencing, Dover Ordinance 157 passed.

March, 2019: City Planner of Dover discovers structure definition conflict with Ordinance 157; advises Council. **Council directs Planning Commission to "fix the problem" as soon as possible and not deal with other issues re fencing at this time.**

April, 2019: Planning Commission Meeting; set Public Hearing re fencing height May 2, 2019; Planning Chair advises: does not want to spend time on fencing other than task at hand re fence height; City Planner advises that residents are waiting to do construction and sets meeting date.

May 2, 2019: Public Hearing held; many Residents were present with oral comments, and letters sent. The focus on fence height became widened to include multiple NEW topics to be discussed:

(1) 4 foot front yard fence height; (2) various fence materials allowed or not allowed (i.e. barbed wire); (3) definition difference between wall and fence; (4) side yard 4 foot fence height within 40 foot setback from summer pool for lakefront owners; (5) possible different fence heights/exclusions for Highway 2 Residents for noise buffers; (6) small lot fencing in historic Dover, if at all; (7) Dover Bay fencing or lack thereof; (8) neighbor fencing issues and resolution; (9) grandfathering of all current 6 feet or higher fences in Dover because many current Residents' fences are not to code under current structure definition; (10) military fencing heights; (11) fencing conflicts with Dover's Comp Plan's intent of keeping Dover rural; (12) no fencing at all.

The Planning Chair suggested that if these issues were not deliberated and recommendations sent to the Council, the Council might send these issues back to the Planning Commission for more discussion.

Deliberations were continued to P & Z Meeting on June 6th, 2019, and now multiple discussion fencing items are on the table, **and the original urgency directive from the City Council to the P & Z re resolution of Ordinance 157 vs. structure definition, regarding fence height, has been ignored.**

Is it possible to request that the City Council direct the Planning Commission to re-focus back to the CC's original directive? This directive was to accelerate a recommendation for only "fence height structure definition," at this time, regarding Ordinance 157, rather than a new extended discussion of every aspect of fencing. Thank you.

Denise Travis, 227 Lakeshore Ave., Dover, Idaho 83825

Thank you for the opportunity to give our input on the proposed fencing/structure definition and height amendment.

Based upon City Council meeting minutes and Planning and Zoning audiotapes, what started out as a request for 7'fencing around a garden by one homeowner, snowballed into 7'fencing at both front and common property lines. The Planning and Zoning City Planner acknowledged that it was assumed the fencing amendment would include common property lines, but admitted it was never discussed. This is exactly why careful and thoughtful consideration must be given to fence heights, locations and materials used. Individual property owners have every right to erect fencing, but not at the property value risk of its neighbors.

We support the Planning and Zoning's decision for further review as the fencing height will have a significant impact to both individual neighbors and the community as a whole. Material previously sent to the Council has shown the conflict of 7' fencing and Dover's Comprehensive Plan for a 'cohesive' community and supporting a 'high quality natural environment'. The City Plan identifies many small lots within historic Dover and identified them as 'challenging'. The Idaho Department of Wildlife cautions the use of high and overuse of fences in its 52 page publication. And lastly, personal property rights and property values will be negatively affected when a 7' fence is built affecting one or multiple sides of a property -especially the small and irregular lots already identified in the City Zoning map.

We are one of the homeowners with a 67' to less than 100' buildable land on over 1/2 of our property. We are not against fencing and agree that it is a right of each homeowner to have privacy and a sense of security. However, we are opposed to the 7' height as the standard for the entire Dover Community that can be built within inches of property lines. The setbacks serve as a protective barrier and a 7' fence near a property line is violating a neighbor's property rights when it infringes on their property aesthetics or value. It is also sending a negative 'unfriendly, isolated' message to other residents, guests, and visitors of Dover. It will also negatively affect the movement of our wildlife through the area. A 7'fence should not be the standard for the community, it should be the exception. The current proposal is controversial, and insufficient in it's scope. This is an opportunity to define a more comprehensive plan, that would reduce neighbor to neighbor conflicts.

For example it would be appropriate to not only consider proper fence heights, but to suggest acceptable fence materials (or unacceptable fence materials), whether the front yard fence height should be different than the side fences, the suggested use of natural materials, such as trees and shrubs, rather than fencing, and a more comprehensive review of Dover Bay's fencing codes as an example.

As verbalized at the recent Planning and Zoning meeting, consideration needs to be given as to fencing location, height and materials so that a change in the amendment positively impacts the Community, supports the Comprehensive Plan's vision and goals, and protects our wildlife now and in the future.

Thank you for your consideration.

Sent from my iPhone

M & D Treubert

